

Inside/Outside
Position Announcement

JOB TITLE: Nutrition Site Assistant

Salary: \$8.00/hour
Two Hours per Day
10:30 am to 12:30 pm
Additional hours available when needed

DESCRIPTION OF WORK:

Lee County is seeking qualified applicants for the position of Nutrition Site Worker in the Senior Services Department. Under regular supervision, the employee performs work in assisting in the daily operations of the Diners Club of the Senior Service Department. Work involves checking the menu to see how many trays and cups to use for home delivery; handling the responsibility for when food arrives checking the temperatures and comparing with temperatures from the caterer; placing food into trays for home deliveries; cleaning all trays that are empty; working on the serving line and serving seniors; alternating cleaning the kitchen dish room and dining room; keeping a check on supplies needed in the kitchen and stockroom; keeping the stockroom clean; helping to load the shelves in the stockroom when supplies are ordered; May include Home Delivered Meal delivery. Reports to the Nutrition Program Director.

MINIMUM TRAINING AND EXPERIENCE:

Requires a high school diploma supplemented by three to six months of responsible food service or restaurant management experience, or an equivalent combination of education, training and experience that provides the required knowledge, skills and abilities.
Defensive Driver Training.

APPLICATION PROCESS:

Submit a cover letter, resume and a Lee County application to Lee County Human Resources, PO Box 1968, Sanford N.C. 27331- 1968. Position will remain open until filled. Females and minorities are encouraged to apply. Lee County does not discriminate on the basis of race, color, national origin, sex, religion, age or disabling condition in employment opportunities. **Pre-employment drug testing is required.** www.leecountync.gov